

TOWNSHIP OF KNOWLTON

MUNICIPAL BUILDING

628 ROUTE 94

COLUMBIA, NEW JERSEY 07832

DRIVEWAY APPLICATION

Application Fee: Check # _____
Cash _____

Bond: Check # _____
Cash _____

Block _____
Lot _____

Permit Number _____
Date _____

Property Location _____
Applicant Name _____ Phone# _____
Mailing Address _____

Filing Procedure: Any person wishing to construct a new driveway, or alter an existing driveway, shall file an application and plan with the Driveway Inspection Official. The submitted plan must be prepared by a licensed professional engineer or be approved in form by the Driveway Inspection Official and **CONTAIN ALL OF THE FOLLOWING INFORMATION:**

- A. The number of driveway openings requested.
- B. A land use of the lot to which access is sought.
- C. A plot plan delineating the following:
 1. North arrow and scale of the plot.
 2. Name of abutting road or street.
 3. Location and distance from proposed access of the closest intersecting road.
 4. Location of the proposed driveway with respect to the nearest sideline of the subject lot.
 5. The lot width of the subject lot
 6. The edge of the abutting road and type of road surface.
 7. The edge of the right-of-way of the abutting road and culverts, utility poles, storm drains, swales and/or ditches within the right-of-way in front of the subject lot.
 8. The location of any existing or proposed dwelling, garage or other accessory structure on the subject lot and of any existing or proposed septic system or well if within 50 feet of the proposed driveway.
 9. The proposed surfacing material of the driveway.
 10. Proposed storm drain improvements, if any, in accordance with normal design standards. If grades are involved, topographical data must be included to support the required design criteria in subsection 11-215 thru 11-258 and 11-297 F (where applicable).
 11. Sight distance and sight profiles in both directions.
 12. The slope or grade of the proposed driveway from the edge of the road pavement for its entire length with profile of the road to a point of at least 40 feet from the existing edge of pavement (scale no greater than 1"=30').

Application: Approved _____ Rejected _____ Conditional _____

Date

Driveway Inspector

NOTE: _____

Township of Knowlton
Municipal Offices
Zoning Code Enforcement
628 Route 94
Columbia, New Jersey 07832

New Office Hours: Tues & Thurs
8:00 am – 12:00 pm

Tel: (908) 496-4816 X 18
Fax: (908) 496-4516

TOWNSHIP DRIVEWAY INSPECTION

Date _____ Applicant _____
Location: Block _____ Lot _____ Street _____
Permit Number _____ Issue Date _____ Deposit _____
As built profile and plot plan included? Yes _____ No _____

PRELIMINARY INSPECTION/PLAN REVIEW

APPROVED **REJECTED**

Required sight distance	_____	_____
Minimum distance between driveway or intersection radius of 50 feet	_____	_____
Minimum distance between driveway and property line – 10 feet	_____	_____
Maximum grade of 6% for first 25 feet	_____	_____
Higher elevation driveways/road maximum grade of 8%	_____	_____
Maximum grade of 15%	_____	_____
Drainage or cross section of Township Road	_____	_____
Tracking pad / base	_____	_____

ROUGH GRADE INSPECTION

Width	_____	_____
Depth	_____	_____
Grade	_____	_____
Site Distance	_____	_____

FINAL INSPECTION

Wearing Surface	_____	_____
Width / Depth	_____	_____
Grade	_____	_____
Sight Distance	_____	_____

COMMENTS:

Driveway

Approved: _____ Rejected: _____

TOWNSHIP OF KNOWLTON

Code Enforcement

Municipal Building, 628 Route 94

Columbia, N.J. 07832

(908) 496 -4516

Fax (908) 496 - 4516

DRIVEWAY ORDINANCE ACKNOWLEDGEMENT

I, _____, the undersigned, do hereby
acknowledge, I have received a copy of the Knowlton Township Driveway Ordinance,
Article 29 Section 11-215 thru Section 11-238 and understand it's contents. It is my
responsibility to schedule the three (3) following inspections in a timely manner:

- (1) Rough grading/Driveway Location
- (2) Finish grading prior to paving
- (3) Final Driveway Completion ~ Upon receiving final approval, I may apply
for my Driveway Bond Refund by signing and submitting a Payment
Voucher to the Township Committee.

I further acknowledge, if I do not comply with these requirements, my Driveway Permit
may be subject to immediate revocation.

Signed _____

Please Print Name _____

Date: _____

ARTICLE 29
 Driveway and Access Design Standards

§ 11-215. (Reserved)⁷

§ 11-216. Driveway dimensions; curb return radius.

See Appendix 6.

A. Turnaround provisions; horizontal curves.

- (1) To permit turnaround, driveways of 200 feet or more in length (from principal structure) shall provide either:
 - (a) A K-turn with at least 50 feet depth, at least 14 feet improved width, and at least 45 feet center-line radius; or
 - (b) A loop of at least 14 feet improved width and at least 45 feet center-line radius within 200 feet of the principal structure.
- (2) For driveways longer than 50 feet (from street to principal structure), horizontal curves shall have a center-line radius of at least 45 feet and unobstructed width of at least 12 feet, to provide adequate space for emergency vehicles to navigate gates or other such obstacles.

B. Driveway dimensions shall be designed to adequately accommodate the volume and character of vehicles anticipated. The following criteria shall be utilized in determining curb return radii, locations and site distances, subject to particular requirements as to circulation design:

Land Use	Curb Return Radius (feet)
Multiple-family (fewer than 10 families)	
One-way	20 minimum
Two-way	30 minimum
Multiple-family (more than 20 families)	
One-way	20 minimum, 30 maximum
Two-way	25 minimum, 35 maximum
Commercial, industrial, office	
One-way	35 minimum
Two-way	45 maximum
Service stations	
One-way	20 minimum
Two-way	35 maximum

⁷ Editor's Note: Former § 11-215, Exception, was repealed 2-8-2002 by Ord. No. 02-3.

§ 11-217. Minimum sight distances. [Amended 4-23-1998 by Ord. No. 98-3]

Any driveway or common driveway providing access to a public or private street shall be so designed in profile and grading and shall be so located to permit the following minimum sight distances, measured in each direction, along the intersecting street. Measurement shall be made from the driver's seat of a vehicle standing on that portion of the exit driveway with the front of the vehicle a minimum of 10 feet behind the edge of the paved right-of-way, with the height of the eye on 3.75 feet to the top of the object 4.5 feet above the pavement.

Maximum Allowable Speed on Street (mph)	Required Sight Distance (feet)
25	250
30	250
35	300
40	350
45	450
50	500

§ 11-218. Minimum distances between driveways.

In all cases, a minimum clear distance of 50 feet measured along the right-of-way line shall separate the closest of any two driveways.

§ 11-219. Grades.

- A. The beginning of the driveway shall have a grade of not more than 6% for a distance of 25 feet from the beginning of the driveway and not more than 15% for any other portion of driveway.
- B. Where driveways are at a higher elevation than the street and where the driveway grade exceeds 8% at any point within 250 feet of the public right-of-way, the following shall be performed:
 - (1) The driveway shall be paved in accordance with § 11-230 following.
 - (2) The pavement shall extend from the right-of-way line to a point at which the grade is less than 8% or for a two-hundred-fifty-foot distance, whichever is less.
 - (3) The above pavement shall be in addition to the required pavement for the first 25 feet.
 - (4) Where applicable, the applicant should submit a detail showing the above, including details of storm drainage system to control runoff.

§ 11-220. Side lines.

The side lines of a proposed driveway shall be no closer than 10 feet from any property line.

§ 11-221. Driving width. [Amended 12-22-2005 by Ord. No. 05-22]

All driveways shall have a minimum driving width of 12 feet and a maximum driving width of 25 feet.

§ 11-222. Guiderail requirements for embankments. [Amended 2-8-2002 by Ord. No. 02-3, 12-22-2005 by Ord. No. 05-22]

Guiderails shall be required where, within 10 feet of the driveway, there exists either an embankment descending more than six feet or an embankment ascending at a ratio exceeding four to one.

§ 11-223. Existing curbs.

Where curbs exist, a full section of curb shall be entirely removed and depressed curb constructed in accordance with the New Jersey Department of Transportation, Standards for Roads and Bridge Construction, 1983, as amended. Curb radii of existing curb shall not be broken or depressed. No driveway shall be located closer than 50 feet from the end of the radius of an intersection.

§ 11-224. Connection of curb and sidewalk.

Where concrete sidewalks exist or are proposed to be constructed as part of the project, a concrete ramp not less than six inches in thickness shall be built connecting the inner edge of the depressed curb with the outer edge of the sidewalk.

§ 11-225. Storm drainage.

In cases where drainage exists along the township road, a reinforced concrete pipe of a size determined by the Rational method of runoff calculation shall be installed beneath the drive by the owner and inspected by the Township Engineer. If more than one driveway is constructed, a continuous storm drain pipe shall be installed between the driveways or connected to an intervening storm drainage system. If the proposed drainage pipe connects with an existing storm drainage system, a catch basin shall be constructed.

§ 11-226. Standard specifications.

All construction within the township right-of-way shall be in accordance with the New Jersey Department of Transportation, Standard Specifications for Road and Bridge Construction, 1989, as amended.

§ 11-227. Safeguarding of work during construction.

The owner shall properly safeguard all work during construction and shall maintain sufficient warning lights or other such devices during the hours of darkness.

§ 11-228. Interference with drainage prohibited.

The work shall be so conducted that there will be no interference with the drainage or cross section of the township road, nor any structures over or under the road except as indicated in the approved plans.

§ 11-229. Erosion control.

The applicant shall make certain that all appropriate erosion control measures are adhered to during and after construction of the driveway.

§ 11-230. Construction details for single-family dwellings.

That portion of any drive or driveway for a single-family dwelling within the right-of-way of a township road shall be constructed of not less than six inches, when compacted, of gravel, Type II, Class B, and a wearing surface of bituminous concrete two inches thick, FABC-1, constructed on the gravel base. Finished grade of the wearing surface of the driveway shall be level with or lower than the edge of pavement of the roadway for a distance of at least three feet from the edge of pavement. Driveway construction details within the township right-of-way for other than single-family dwellings are as follows:

- A. Six inches gravel Type II Class B (compacted).
- B. Four inches stabilized base.
- C. Two inches top FABC-1.

§ 11-231. Topsoiling, fertilizing and seeding.

- A. Grass areas disturbed shall be restored to a stable condition in preparation for topsoiling and seeding. There shall be no evidence of stones, roots, debris or depressions and the surface shall be clean and even. The subgrade immediately prior to the application of topsoil shall be raked or otherwise loosened.
- B. The topsoil shall be applied over the surface in a uniform layer that will produce a thickness after compaction of approximately four inches. Ground limestone fully protected from moisture, and free flowing, shall be evenly spread over the area to be seeded, at the rate of 40 pounds per thousand (1,000) square feet. This shall then be raked, disked or otherwise worked to incorporate the limestone into a minimum of three inches soil depth. All foreign and unsuitable material shall be removed and the surface shall present an even appearance. For small seeded areas, asphaltic oil will not be required. The mulch shall be held in place by the use of netting, twine or lath or as directed by the Township Engineer. Where a stand of grass practically weed-free is not established during this operation, the deficient areas shall be refertilized and reseeded as directed by the Township Engineer until a satisfactory growth of grass is established. All waste material and debris resulting from topsoiling, fertilizing and seeding shall be removed and disposed of in a proper manner.

§ 11-232. Imposition of additional requirements by Township Engineer.

The Township Engineer may impose such other construction requirements within the township road right-of-way as the Engineer deems appropriate in order to properly protect the traveling public and the township road and drainage facilities.

§ 11-233. Proof to Township Engineer of notification of utility company.

Prior to the issuance of the permit, the applicant shall present satisfactory proof to the Township Engineer that he or she has notified the utility company of his or her intent to excavate.

§ 11-234. Deviation from regulations.

If the applicant can clearly demonstrate that, because of peculiar or unusual conditions pertaining to his or her land, the literal enforcement of one or more of these regulations is impracticable or will exact undue hardship, the Approving Board may permit such minor deviation as may be responsible and within the general purpose and intent of these regulations and standards.

§ 11-235. Save-harmless agreement.

The owner shall save harmless, in writing, the Township of Knowlton, its officers and agents from and against any loss, injury or damage resulting from any negligence or fault of the owner or his or her agents in performance of the work covered by an approved permit.

§ 11-236. Driveway permit.

- A. Prior to the construction, reconstruction or alteration of an entrance or exit drive onto a township road or common driveway, the owner of the property or his or her duly authorized agent shall make application for a driveway permit to the Township Driveway Official on forms provided by the Township of Knowlton. [Amended 4-23-1998 by Ord. No. 98-3]
- B. Such application shall be accompanied by required fees and bond, together with three copies of a plot plan of the property drawn to a scale not greater than one inch equals 30 feet showing the location of the proposed driveways in relation to all existing and proposed driveways, intersections, streets, drainage structure or other structures within 200 feet of the proposed driveway location. The maps will also include a profile, at a scale no greater than one inch equals 30 feet, of the proposed driveway location from the center line of the township road to a point at least 40 feet from the existing edge of pavement of the township road.
- C. Driveways accessing county roads will require township driveway permits in addition to the required county driveway permit, with the following modifications:

- (1) County standards will apply to that portion of the driveway within the county right-of-way. Township standards will apply for balance of driveway.
 - (2) No township fees or deposits shall be required for driveways accessing a county road provided applicable fees and deposits have been deposited with the county.
- D. In the case of an applicant for a driveway permit for an existing lot, the Driveway Official or the Township Engineer shall review the plans and application submitted pursuant to this section and in accordance with the provisions of Roadway Design Standards. In the event that the driveway does not meet the above standards, the Driveway Official or the Township Engineer shall deny the driveway permit or modify the application to provide compliance with the standards or, for good cause, may recommend waiver of the standards to the Planning Board, in writing. In addition, the Township Engineer or Driveway Inspector may request recommendations and/or input from the Knowlton Township Fire and Rescue Squad. The Planning Board shall review the recommendation for waiver with such information as may be required by the Planning Board being provided by the applicant. The Planning Board may grant a waiver of said standards if it finds that the waiver will not adversely impact traffic safety on the abutting roadway and will not adversely impact the subject property or surrounding properties and that the benefits derived from the grant of the waiver will outweigh the detriments. [Amended 2-8-2002 by Ord. No. 02-3]
- E. If an applicant for subdivision or site plan approval can clearly demonstrate that, because of peculiar or unusual conditions pertaining to his or her land, the literal enforcement of one or more of these regulations is impracticable or will exact undue hardship, the Approving Board hearing the application may permit such minor deviation as may be reasonable and within the general purpose and intent of these regulations and standards.
- F. Upon review and approval of the design of the driveway construction plans, the Township Engineer may or may not recommend to the Driveway Official that the permit be issued. The Township Engineer or the Driveway Official shall periodically inspect the premises during construction to ensure compliance with the terms of the permit and shall endorse the road permit when all construction is completed in accordance with the approved plans. The Township Engineer shall notify the Township Road Supervisor of all driveways and other road openings that have been approved and a copy of the application, map and conditions of approval shall be sent to the Township Driveway Official. The applicant shall provide a performance bond or cash in an amount required by this chapter to ensure that the improvements will be constructed in accordance with the plan approved by the Township Engineer or Driveway Official. The cash or bond will be released upon the satisfactory completion of the improvements and after approval and recommendation by the Township Engineer or the Driveway Official.

§ 11-237. Responsibility for damages.

Any person or persons violating any provision of this section which resulted in inconvenience to the public or damage to or obstruction of any township road, gutter, storm drain, catch basin, inlet or culvert shall be responsible for all costs and expenses incurred by the Township of Knowlton in repairing the damage or removing said obstruction, in addition to any penalties provided herein, and shall be responsible for damages to any persons so inconvenienced.

§ 11-238. Proof to Driveway Official of notification of utility company.

Prior to the issuance of the permit, the applicant shall present satisfactory proof to the Driveway Official that he or she has notified all utility companies of his or her intent to excavate.

ARTICLE 30

Acceleration and Deceleration Lanes

§ 11-239. Minimum standards.

The Approving Board, in its discretion, may require roadway widening or other street improvements, including acceleration and deceleration lanes. Where such determination is made, the following minimum standards shall be applicable:

Legal Speed Limit (mph)	Acceleration Lanes		Deceleration Lanes	
	Full Length (feet)	Full Taper (feet)	Length (feet)	Taper (feet)
25 to 39	200	150	150	200
40 to 49	350	200	200	250
50 or more	450	250	250	300

§ 11-240. Clearing of area behind taper required.

The area behind the taper shall be cleared of all obstructions for an appropriate distance from the center line of the road which would present a hazard to vehicles approaching the pavement taper edge.

ARTICLE 31

Off-Street Parking and Loading

§ 11-241. Required number of parking spaces. [Amended 4-23-1998 by Ord. No. 98-3; 12-22-2005 by Ord. No. 05-22]

In addition to required handicapped spaces, the required number of parking spaces by use shall be as follows:

Use	Required Parking Spaces
Automotive service station	3 for each bay, plus not less than 1 for each service vehicle
Bank and savings institution	1 for each 250 square feet of gross floor area
Bed-and-breakfast homestay	One for each guest room, plus two for permanent residents
Business office or	

- (2) Critical areas located outside of building envelopes shall contain conservation easements. These critical areas shall include slopes in excess of 35%, floodplains and open water bodies.
 - (3) All subdivision plats shall contain a reference to any required conservation easement.
 - (4) The maximum tract density shall be established at the time of the initial application for development of a tract. This density shall not be exceeded in subsequent subdivisions. All lots shall include a deed restriction against further subdivision.
 - (5) All lots using common driveways shall provide a driveway maintenance agreement to be reviewed and approved by the Board. The maintenance agreement shall include an escrow fund to ensure that the driveway will be maintained and shall be written in general accordance with the agreement shown in Appendix 3.³⁷
 - (6) Provisions shall be made at the time of subdivision approval to ensure that any and all necessary improvements such as common driveways are in place prior to the conveyance of any lot.
- E. Public roads. It is the intent of this chapter to minimize the amount of site disruption caused by roadways and the associated grading required for their construction. The standards required in Part V, Design Standards, for local streets and culs-de-sac apply in addition to those listed below. Where the following standards conflict with those appearing in Part V, Design Standards, the following standards shall apply:
- (1) Maximum number of units per public dead-end street: 20.
 - (2) Minimum distance between access points on off-site public roads: 200 feet. Access points shall include individual and common driveways and on-site public roadways. (See Diagram 11.³⁸) This distance limitation shall apply to both on-site and off-site access points.
- F. Common driveways. It is the intent of this chapter to use both common drives and private drives for access to the residential lot, provided that the following standards are satisfied. In addition to the standards required for driveways in Part V, Design Standards, the following additional standards shall apply for common driveways:
- (1) The number of driveways accessing off-site public streets shall be kept to a minimum.
 - (2) The appropriate use of common driveways is encouraged. Where lots will access an off-site public street, common driveways shall be used where appropriate to minimize the number of curb cuts required. (See Diagram 12.³⁹)
 - (3) The maximum number of units served by a common driveway shall be four. (See Diagram 13.⁴⁰)

³⁷ Editor's Note: Appendix 3, Driveway Maintenance Agreement, is included at the end of this chapter.

³⁸ Editor's Note: Diagrams are included in Appendix 2 at the end of this chapter.

³⁹ Editor's Note: Diagrams are included in Appendix 2 at the end of this chapter.

⁴⁰ Editor's Note: Diagrams are included in Appendix 2 at the end of this chapter.

- (4) Minimum common driveway width: 12 feet paved with two-foot graded stone shoulders. The minimum right-of-way easement shall be 35 feet. [Amended 2-8-2002 by Ord. No. 02-3]
 - (5) Maximum length of common driveway: 1,000 feet. (See Diagram 13.⁴¹)
 - (6) All common driveways in excess of 500 feet shall provide a turnout of ten by thirty (10 x 30) feet. The exact location of the turnout shall be determined by the Board with review by the Fire Department. (See Diagram 14.⁴²)
 - (7) All lots using common driveways shall provide a driveway maintenance agreement to be reviewed and approved by the Board. The maintenance agreement shall include an escrow fund to ensure that the driveway will be maintained and shall be written in general accordance with the agreement shown in Appendix 3.⁴³
 - (8) All standards of the Township Driveway Ordinance shall apply in this zone.
- G. Central water facilities. Central water storage facilities are not encouraged due to the fact that the water towers are often highly visible and become dominant features of the landscape. However, when site specific hydrologic characteristics require their use, the following standards shall be met:
- (1) Where central water facilities are utilized, their visual impact shall be minimized. The overall size, height and location shall all be considered.

(Cont'd on page 183)

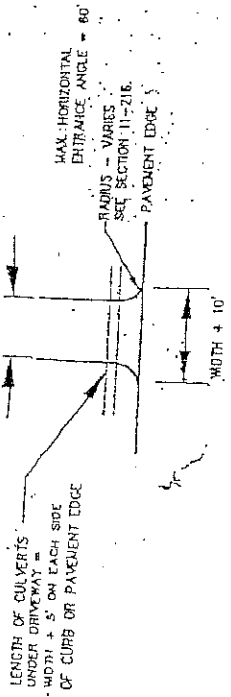
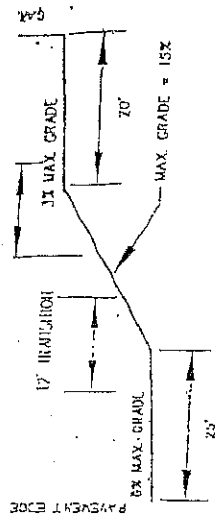
⁴¹ Editor's Note: Diagrams are included in Appendix 2 at the end of this chapter.

⁴² Editor's Note: Diagrams are included in Appendix 2 at the end of this chapter.

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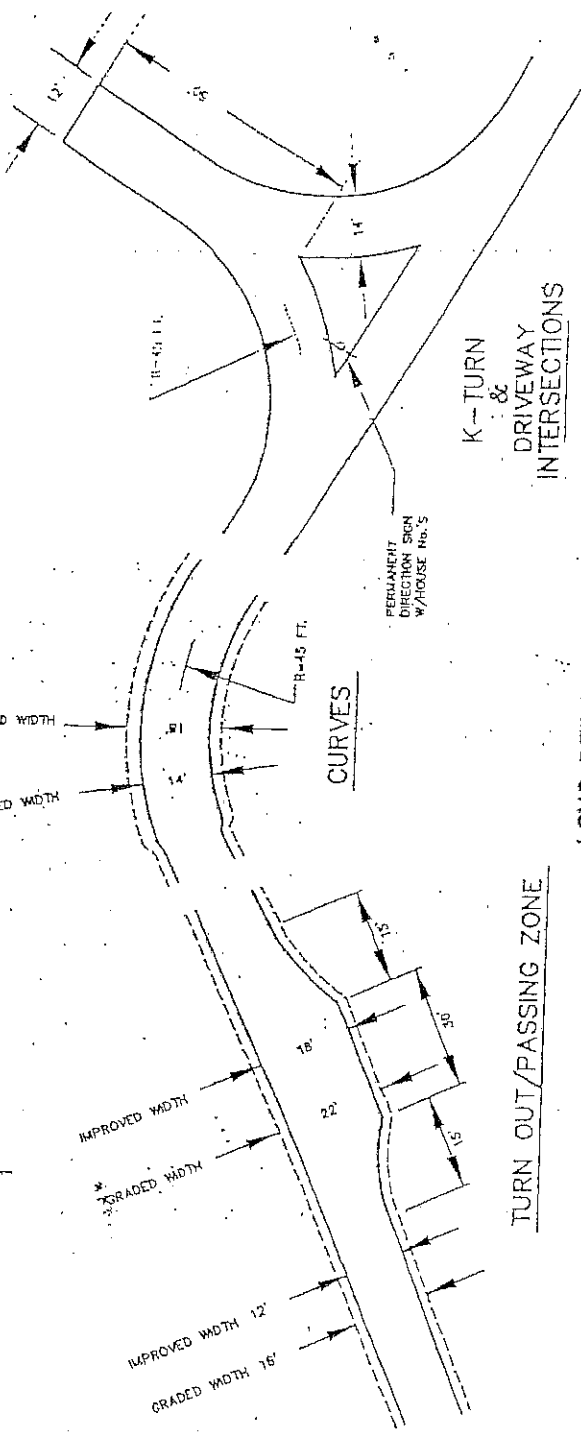
ZONING

Township of Knowlton
 Driveway Diagrams
 [Added 2-8-2002 by Ord. No. 02-3]



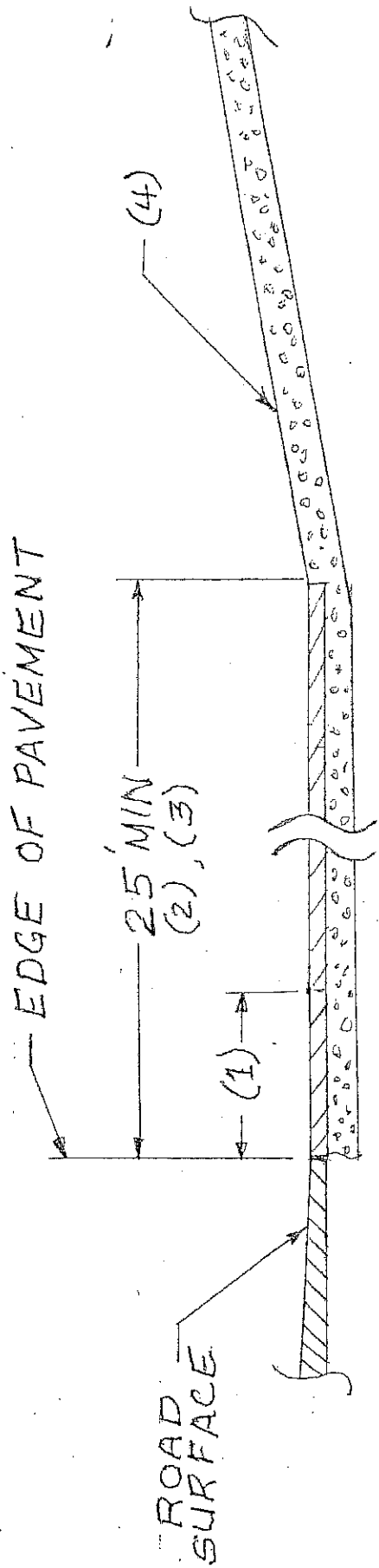
PROFILE VIEW - ALL DRIVEWAYS

ENTRANCES - ALL DRIVEWAYS



LONG DRIVEWAYS
 200 FT. OR MORE IN LENGTH
 DRIVEWAY DIAGRAMS
 KNOWLTON TOWNSHIP

APPLICABLE TOWNSHIP ORDINANCE:
 11-216 THRU 11-221, 11-297.F
 APPENDIX -- 6



- NOTES:
- (1) Finished grade of the wearing surface of the driveway shall be level with or lower than the edge of pavement of the roadway for a distance of at least three feet from the edge of pavement.
 - (2) That portion of any drive or driveway for a single-family dwelling within the right-of-way of a township road shall be constructed of not less than six inches, when compacted, of gravel, Type II, Class B, and a wearing surface of bituminous concrete two inches thick, FABC-1, constructed on the gravel base.
 - (3) The beginning of the driveway shall have a grade of not more than 6% for a distance of 25 feet from the beginning of the driveway and not more than 15% for any other portion of driveway.
 - (4) Where driveways are at a higher elevation than the street and where the driveway grade exceeds 8% at any point within 250 feet of the public right-of-way, the following shall be performed:
 - (a) The driveway shall be paved in accordance with § 11-230 following.
 - (b) The pavement shall extend from the right-of-way line to a point at which the grade is less than 8% or for a two-hundred-fifty-foot distance, whichever is less.
 - (c) The above pavement shall be in addition to the required pavement for the first 25 feet.
 - (d) Where applicable, the applicant should submit a detail showing the above, including details of storm drainage system to control runoff.